



THOMAS L. GARTHWAITE, M.D.
Director and Chief Medical Officer

FRED LEAF
Chief Operating Officer

COUNTY OF LOS ANGELES
DEPARTMENT OF HEALTH SERVICES
313 N. Figueroa, Los Angeles, CA 90012
(213) 240-8101

BOARD OF SUPERVISORS

Gloria Molina
First District

Yvonne Brathwaite Burke
Second District

Zev Yaroslavsky
Third District

Don Knabe
Fourth District

Michael D. Antonovich
Fifth District

August 18, 2005

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

**APPROVAL OF GRANT AWARD AGREEMENT FROM THE LOS ANGELES BRANCH OF
THE AMERICAN MEDICAL WOMEN'S ASSOCIATION
(All Districts) (3 Votes)**

IT IS RECOMMENDED THAT YOUR BOARD:

Approve and instruct the Director of Health Services, or his designee, to accept and execute a Grant Award Agreement, substantially similar to Exhibit I, with the Los Angeles Branch of the American Medical Women's Association, in the amount of \$25,000, to partially fund the Department of Health Services, Office of Women's Health, Mobile Clinic Program, effective September 1, 2005 through March 31, 2006, with a provision to extend the Grant Award Agreement, with consent of both parties, an additional six months through September 30, 2006, at no net County cost.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION:

In approving the recommended action, the Board is accepting a grant from the Los Angeles Branch of the American Medical Women's Association (LA-AMWA) and delegating authority to the Director of Health Services, or his designee, to execute a Grant Award Agreement (GAA) that partially funds the Department of Health Services (DHS or Department), Office of Women's Health (OWH), Mobile Clinic Program (MCP).

The MCP provides health services screening and education to low-income, underserved, and multicultural women in Los Angeles County.

FISCAL IMPACT/FINANCING:

Funding for the DHS, OWH, MCP is included in the Fiscal Year 2005-06 Adopted Budget. The MCP is staffed by OWH and funded by Public Health. The LA-AMWA has awarded \$25,000 to the DHS, OWH, to partially fund the MCP effective September 1, 2005 through March 31, 2006 with a provision to extend the GAA, with consent of both parties, an additional six months through September 30, 2006. There are no additional net County costs.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS:

In May 2002, the Department's OWH began the MCP to provide mobile health services, including education and screening for cholesterol, diabetes, hypertension, Body Mass Index, pap testing, gynecological and breast exams, and mammograms, for low-income women in Los Angeles County. The MCP is primarily staffed by OWH and funded by Public Health.

On September 19, 2003, the LA-AMWA awarded a \$25,000 grant to the OWH to partially fund their mobile van program. On December 2, 2003, the Board approved and accepted the \$25,000 grant.

On July 12, 2005, the LA-AMWA awarded an additional \$25,000 grant to the OWH to partially fund the MCP. With the grant funds, between 15 and 30 women will be seen at each mobile clinic site. Women will be screened for preventive services and an OWH clinician will evaluate all results. All abnormal findings will also be evaluated and appointments made for follow up. The expected outcome is to provide preventive screenings to a minimum of 250 women and for those with morbidity to ensure an additional follow-up appointment and counseling.

Funding will be given under the LA-AMWA grant at an amount equal to the County's actual cost of conducting mobile health screenings, over and above the base-line salaries of the OWH staff who are working in the van, up to a maximum of \$25,000. These costs include the driver, clinicians, nurses, salaries of multi-lingual operators, phlebotomists, etc. Approximate expenses per event are included as Attachment A to the GAA and expenses will vary depending on personnel utilized.

The GAA requires: 1) reports of mobile health screening services; 2) invoices of costs incurred for LA-AMWA events; and 3) that LA-AMWA be clearly identified as a support organization on all published materials relating to the subject matter of the award. The LA-AMWA believes the collaborative efforts will continue to make a difference in reducing health disparities, increasing access, and improving the health status of low-income, underserved, and multicultural women in Los Angeles County. The GAA is effective September 1, 2005 through March 31, 2006 and allows for an additional six-month extension through September 30, 2006 to ensure maximum utilization of funds.

County Counsel has reviewed and approved the GAA as to form.

Attachment A provides additional information.

CONTRACTING PROCESS:

It is not appropriate to advertise the receipt of a GAA on the Los Angeles County Online Web Site as a business opportunity.

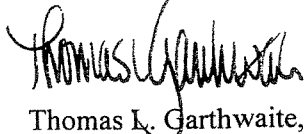
The Honorable Board of Supervisors
August 18, 2005
Page 3

IMPACT ON CURRENT SERVICES (OR PROJECTS):

Acceptance of the GAA will provide partial funding for the DHS, OWH, MCP, to continue efforts to improve access to health services for low-income women in Los Angeles County.

When approved, the Department requires four signed copies of the Board's action.

Respectfully submitted,



Thomas L. Garthwaite, MD
Director and Chief Medical Officer

TLG:lm

Attachments (2)

c: Chief Administrative Officer
County Counsel
Executive Officer, Board of Supervisors

BoardLetterLAAMWA.lm.wpd

SUMMARY OF GRANT AWARD AGREEMENT

1. **TYPE OF SERVICE:**

Grant Award Agreement for partial funding for the Department of Health Services, Office of Women's Health, Mobile Clinic Program, to provide health services screening and education to low-income, underserved, and multicultural women in Los Angeles County.

2. **AGENCY ADDRESS AND CONTACT PERSON:**

Violet Boodaghians, M.D.
Los Angeles Branch of the American Medical Women's Association
Mobile Clinic Program
P.O. Box 16916
Beverly Hills, California 90209
Telephone: (310) 914-0126

3. **TERM:**

September 1, 2005 through March 31, 2006 with a provision to extend the Grant Award Agreement an additional six months through September 30, 2006.

4. **FINANCIAL INFORMATION:**

The \$25,000 grant is from the Los Angeles Branch of the American Medical Women's Association and provides partial funding for the Department of Health Services, Office of Women's Health, Mobile Clinic Program. Funding is included in the Fiscal Year 2005-06 Adopted Budget and there are no additional net County costs.

5. **GEOGRAPHIC AREA TO BE SERVED:**

All Districts.

6. **ACCOUNTABLE FOR MONITORING AND EVALUATION:**

Ellen Eidem, Acting Director, Office of Women's Health

7. **APPROVALS:**

Public Health: Jonathan E. Fielding, M.D., M.P.H., Director of Public Health and Health Officer

Contract and Grants Division: Cara O'Neill, Chief

County Counsel (as to form): Sharon A. Reichman, Principal Deputy County Counsel

EXHIBIT I

Los Angeles Branch of the American Medical Women's Association GRANT AWARD AGREEMENT

This is a Grant Award Agreement between the Los Angeles Branch of the American Medical Women's Association and County of Los Angeles – Department of Health Services.

1. Grantee: Grantee certifies that it is a tax-exempt governmental unit.
2. Purpose of Grant Award: Partial funding for the Office of Women's Health, Mobile Clinic Program: To provide partial funding for services to low income, underserved, multi-cultural populations in Los Angeles County, via a women's health mobile van. Services provided include, breast and gynecological exams, blood pressure, cholesterol, diabetes, BMI, cervical cancer screenings and education.
3. Objectives & Expected Outcomes of Award:
 - A. Program Objectives: With the grant funds from the Los Angeles Branch of the American Medical Women's Association, between 15 and 30 women will be seen at each mobile clinic site. Women will be screened for the above-mentioned preventive services and an Office of Women's Health clinician will evaluate all results. All abnormal findings will also be evaluated and appointments made for follow-up.
 - B. Expected Outcomes: To provide preventive screenings to a minimum of 250 women and for all those with morbidity, ensure an additional follow-up appointment and targeted counseling.
4. Amount of Award: \$25,000.00 payable as follows:

Grant payments will be made at an amount equal to the County's actual cost of conducting mobile health screenings, over and above the base-line salaries of the Office of Women's Health staff that are working in the van, up to a maximum of \$25,000.00. These costs include, the driver, clinicians, nurses, salaries of multi-lingual operators (if on the weekend), phlebotomist, etc. Attachment A provides the Office of Women's Health Mobile Clinic Program line item budget detail for the approximate expenses per event for the mobile health van. Expenses vary depending on personnel utilized.
5. Term of Award: Grant funds are to be applied to expenses incurred for the period from September 1, 2005 through March 31, 2006 and can be extended with agreement from both parties for an additional six months through September 30, 2006.
6. Conditions of Award: Reports of mobile health screening services and invoices on the costs incurred per month for the LA-AMWA events.

7. Other Conditions of Award:

- A. Identification of The Los Angeles Branch of the American Medical Women's Association. Grantee shall ensure that the Los Angeles Branch of the American Medical Women's Association is clearly identified as a support organization on all published material relating to the subject matter of the award.
- B. Volunteer relationship established. The Los Angeles Branch of the American Medical Women's Association can participate in the mobile health van in an educational capacity, providing health education.
- C. Expenditure of Funds. Grantee shall expend the funds only for charitable purposes, as described in the Purpose of Grant Award. Any funds not expended in accordance with the terms of the grant must be returned to the Los Angeles Branch of the American Medical Women's Association within thirty (30) days following the grant's termination date. Grantee may not use any of its grant dollars for purposes other than those stated in the Purpose of Grant Award and in Internal Revenue Code Section 4945(1) through (5), inclusive, more particularly as follows:
 - 1. To carry on propaganda or otherwise to attempt to influence legislation;
 - 2. To influence the outcome of or participate in any public election or to carry on, directly or indirectly, any voter registration drive;
 - 3. To re-grant an organization unless such organization is described in Internal Revenue Code Section 509(a)(1) through (3), inclusive, or is an exempt operating foundation as defined in Section 4940 (d)(2);
 - 4. For purposes other than those which are religious, charitable, scientific, literary, or educational within the meaning of Section 170©(2)(B) of the Internal Revenue Code; or
 - 5. For purposes other than those stated in the Purpose of Grant Award.
- D. Return of Funds. Grantee shall return to the Los Angeles Branch of the American Medical Women's Association any unexpended funds granted under the following conditions:
 - 1. If the Los Angeles Branch of the American Medical Women's Association, in its sole discretion, determine the Grantee has not performed in accordance with this Commitment and/or the Grantee's grant program or budget as approved by the Los Angeles Branch of the American Medical Women's Association; or
 - 2. Any portion of the funding not used for grant purposes.

- E. Budgets. Expenditures of grant funds must be only for line items specified in the approved grant line item budget detail. Advance written approval by the Los Angeles Branch of the American Medical Women's Association must be received by the Grantee for disbursements deviating from approved grant line item budget detail.
- F. No Further Obligations by the Los Angeles Branch of the American Medical Women's Association. This grant is made with the understanding that the Los Angeles Branch of the American Medical Women's Association has no obligation to provide other or additional support or grants to the Grantee.
- G. Licensing and Credentials. Grantee hereby agrees to maintain, in full force and effect, all required governmental or professional licenses and credentials for itself, its facilities, and for its employees and all other persons engaged in work in conjunction with this award.
- H. Management and Organizational Changes. Grantee agrees to provide immediate written notice to the Los Angeles Branch of the American Medical Women's Association if significant changes or events occur during the term of this grant award which could potentially impact the progress or outcome of the grant, including, without, limitation, changes in Grantee's management personnel or losses of funding.

COUNTY OF LOS ANGELES

By _____
Thomas L. Garthwaite, M.D.
Director and Chief Medical Officer

Date _____

LOS ANGELES BRANCH OF THE AMERICAN MEDICAL WOMEN'S ASSOCIATION

By _____

Title _____

Date _____